

**LUCY ROBBINS WELLES LIBRARY
ANNUAL MEETING
SEPTEMBER 14, 2010**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Anna Eddy, Sue Halpin, Judy Igielski, Pauline Kruk, Iris Larsson, LeeAnn Manke, Alan Nafis, Maureen O'Connor Lyons, Tony Palermino, Eric Rothauser, Neil Ryan, Diane Stamm

STAFF

Lisa Masten, Interim Library Director
Gail Whitney, Secretary for the Board

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:05 P.M.

I. PRESIDENT'S WELCOME

Eric Rothauser, President of the Library Board of Directors welcomed everyone to the Annual Board of Directors Meeting. He thanked everyone for coming and indicated to those in attendance that prior to the program, a few matters of business needed to be attended to. He stated that there have been many new and exciting things taking place at the Library over the last year, primarily saying goodbye to the Library Director Marian Amodeo. He mentioned that there will be two new inductees into the Library's Legacy Society. There will also be an announcement of the second recipient of the Palermino Scholarship.

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy Igielski reported that one of her responsibilities is communications to and from the Board; for example, this evening she read a lovely letter of thanks from Marian Amodeo to the Board.
MOTION: LeeAnn Manke made a motion to waive the reading of the minutes from the September 14, 2009 meeting, Maureen O'Connor Lyons seconded the motion, all were in favor, and the motion was passed unanimously.

III. TREASURER'S REPORT

Iris Larsson gave the following report: I am delighted to report that the financial assets of the Board of Trustees are stable. We follow the advice of our financial adviser regarding our investments. The bills are paid and the accountant presently has all records for audit and tax preparation. The Hanel Trust, the Sliva Fund, and other bequests continue to provide cultural and educational experiences for our community. Donations come in on a regular basis for memorial book purchases as well and we provide funding for various on-site improvements as the need arises. We wish to thank you for your continued support of the Lucy Robbins Welles Library.

IV. LIBRARY DIRECTOR'S REPORT

Lisa Masten, Interim Library Director gave the following report while simultaneously showing a slideshow of events and activities from the past year.

The Lucy Robbins Welles Library continued to provide information, education, and cultural enrichment to the Newington community through its commitment to excellence in all of its services during the year.

The fiscal year started off with the children's summer reading program *Be Creative @ Your Library*. 1,267 children, a 15.8% increase from the previous year, participated by reading, earning prizes, and being entertained by such activities as the *Reluctant Dragon* puppet show, *Art-Rageous Lunch Bunch*, *Hip Hop Dance workshop*, *Balloon Sculpting* to name a few! The annual Sliva Young People's Literary Series event welcomed author Tony Abbott- all 3rd and 4th graders in Newington attended the assembly at which he spoke. Author Eric Wright, as well as a virtual visit via Skype with Emily McCully, rounded out the opportunities children were given to meet and speak with authors of note. Over 275 children participated in a six week winter reading program titled *Chew on a Good Book*. The special needs playgroup *Play for All and the Family Place* continued with great success. A new program, *We All Get Ready to Read*, was introduced for graduates of these programs. Musical performances, a magic show, and a performance by storyteller Diane Edgecomb were some of the many cultural events offered. A wide selection of weekly programming and outreach services to the schools and daycare centers was also created and implemented by Children's staff. In all 595 programs were offered to more than 23,300 children.

More than 680 teens attended the 29 programs offered throughout the year. A summer reading program, an auction, a student art show and reception, an anime club and a gaming night were some of the highlights. A teen volunteer network was created to give teens opportunities to help out at the library, earned community service hours or just have fun by assisting staff at certain library programs. The teen librarians worked hard to develop the teen collection, created suggested reading lists for teens and parents and worked with the middle schools and high school to have books available for the required summer reading lists. Their hard work resulted in a 12.4% increase in circulation of teen materials.

Staff planned and implemented 104 adult programs to more than 4,150 people. The *Brown Bag it with Art* series that highlighted area museums such as *Mark Twain House & Museum* and *Norman Rockwell Museum* continued to be very popular. Highlights of another busy adult programming year included the summer movie series, a most successful summer reading program with 535 participants, author visits by Peter Cimini, Kim Bensen and Matthew Dick, an adult winter reading program, several very popular cooking programs and two musical concerts including a performance by the Mariachi Band *Fiesta del Norte*.

In other adult programming news, in response to the current economic climate and the continued need for resources and programming for job seekers, the library staff with librarians Diane Durette and Lynn Caley leading the way worked hard to continue to make available a myriad of materials both in print and online and programs to assist in this area. The library's website offered several employment resource pages. Books and online databases such as *Jobs Now* and *Learning Express* were purchased to offer the greatest assistance and the library hosted an ongoing job seeker's support group. 35 programs ranging from "Effective Resume Writing" to "Steering the Job Interview" were offered to 889 adults.

In technology matters-the development of the website to serve as a virtual library continued. The children's and teen web pages were completely revamped to offer a fresh look and new and exciting information. New databases were added to the website including *Mango Languages* and *PebblesGo Earth and Science*. Online video tutorials were created to show patrons how to search

the library catalog or renew online. A new program was added to allow children and teens to participate in the summer reading programs online much to the delight of parents and children and staff. An ongoing effort was made to update it daily. The library webpage still had the most traffic of any Town department. The website continues to be a work in progress. The library also has a presence on Facebook, a social networking site, as another means to promote the library and its services. *Text-a Librarian* was added as a new service to patrons with mobile devices. Patrons can now call us, email us, come in person, fax us or text us with questions. This past year staff answered over 70,000 reference questions. The popularity of downloadable books and e-books grew and the library through a subscription to *Overdrive* was able to offer more of these formats to our patrons. And in June of this year, the library received a \$30,000 technology grant from the Hartford Foundation for Public Giving. This grant will be used to upgrade the wireless network and purchase 6 additional laptops that will be used in conjunction with the 4 we currently own to offer computer classes to the public.

As mentioned at last year's annual meeting, this building that we all love is aging and has some serious problems. Roof leaks and the imbalance of the HVAC system continued. Business Manager, Lynn Caley did a wonderful job staying on top of many of the problems and worked with the Town Facilities Department about repairs and solutions. Lack of adequate space for materials, parking and staff was also problematic. In response to these problems as well as the need to look to the future, a formal expansion study for future Library growth was completed in the spring of 2010. Library administrators and the Library Board of Trustees worked with Kaestle Boos Associates during the year to go through the steps to the final outcome – a building plan for the future. Work sessions were held with library staff, the Friends Advisory Board and the Library Board of Trustees and key Town personnel during the year to gather information and give input regarding conceptual design. After each session the library board and library administrators worked with Kaestle Boos to make changes and suggestions until a final report and plan was created. The plan is displayed here to my left. The goal in the coming year will be to move forward to the next phase in the plan for an addition.

The Library Board inducted another member into its Legacy Society in recognition of his many donations to the library over the years. The Catherine and Joseph Palermino Scholarship was awarded to a Library staff member who is pursuing an advanced degree in the field of Library and Information Science. The Library Board sponsored George C. Hanel Fine Arts Series featured *Broadway Show Tunes* by local artists to an audience of over 200. The Board also sponsored the Newington Library 5K Challenge road race now in its 14th year. This library fundraiser has become a popular annual community event. The Friends of the Library spent the year planning for their 50th anniversary celebration that will kick-off at the Water Fall Festival in September 2010 and continue with a variety of anniversary programs throughout 2011. They were also kept very busy moving through their calendar of fundraising and raising awareness through such projects as membership drive, Tellabration and two very popular book sales. Thanks to their efforts the library received over \$50,000 in funding from the Friends for such items as the museum pass program, much of the library programming including all 3 the summer reading programs, DVDs, computer software and the recently added AWE children's game computers. We are very lucky to have such an active and dedicated group of volunteers both of the library board and the Friends Advisory board. The Library Board of Trustees and the Friends were front and center when a cut to the 2010-2011 library budget was proposed. Rallying public support, speaking at the public hearings helped to keep the budget in tact for the coming year.

And as the fiscal year came to an end, change was in the air. Several key and longtime employees retired from the library. Peg Counihan retired from the Circulation department in May. Library

Director Marian Amodeo retired from the library in June 2010 after 33 years of service. She began her career at the library as a children's librarian and was promoted to Library Director in 1998. She began her new position at the Hartford Public Library as the Chief Public Services Officer in July. An important goal for the coming year will be to hire a new library director to complete the administrative team so the library can continue to move forward. The new mantra at the library is "Change is good" We keep repeating it over and over in an effort to convince ourselves that is was true. Marian tells me that she repeats it several times a day as she acclimates to her new position.

We also saw some changes in who was using the library and how they were it using it. As people cut back or struggled with the economic downturn, the free services the library offered were very appealing. We still were one of the only places in town that offered free services to all ages. Borrowing of books, DVDS, museum passes, computer use, internet access, program attendance, and notary services were some of the services that saw increased usage. During the year 420, 600 items circulated. 254,326 people entered the building. This past summer we were averaging more than 1000 people a day. Internet computers were used by almost 41,000 people. Our 2 meeting rooms were used just over 700 times for programs and outside meetings. These are just a few statistics but as you can see there was never a dull moment.

In closing, I would like thank the library staff all for their continued excellent service to our patrons. Thank you to the Library Board and especially Eric Rothauser for your support and hard work on behalf of the library. And thank you the Friends of the Library for your dedication and drive to raise money for the library to help support the services and materials we offer to the public.

Statistical summary	2009-2010	2008-2009	% change
Items circulated	420,597	411,622	+2.2 %
Total registration	12,722	12,880	-.08 %
People count	254,326	2244,804	+3.9 %
New registration	1,982	1,194	+ 66 %
Reference quest.	69,766	65,982	+5.7 %
Online database usage	132,622	32,380	+310%
Remote usage	669,813	48,104	+1292%
Children's programs	595	603	-1.3 %
Attendance	23,308	24,782	-5.9 %
Children's outreach	222	216	+2.8 %
Adult programs	104	78	+33.3 %
Attendance	4,153	3,334	+24.6 %
Adult summer reading	535	451	+18.6 %
Teen programs	29	18	+61.1%
Attendance	687	647	+6.2 %
Items added	16,260	16,326	-.4 %
Items deleted	7,708	10,832	-28.8%
Children's computer use	8,695	8,396	+3.6 %
Child. Summer	1,261	1,089	+15.8 %

Reading			
Elementary school trips	51	48	+6.3 %
Meeting Room use	702	637	+10.2 %
Study Room use (hrs.)	2,494	1,902	+31.1 %
Adult & Teen Internet usage	32,216	30,528	+5.5 %
Homepage visits	101,782	63,165	+61.1 %
Library holdings	156,569	153,019	+2.3 %
Volunteer hours	1,418	1,686	-15.9 %
Books mended	1,063	1,046	+1.6 %
AV repairs	1,803	3,366	-46.4 %

V. NOMINATIONS

A. Renewal of Three-Year Terms for Corporation Members

Eric asked Tony Palermino to report on nominations. Tony indicated that there are four three-year term renewals of the corporate members: Anna Eddy, Eric Rothauser, Diane Stamm, and Tony Palermino. He asked if there were any more nominations from the floor. There were no more nominations, and he asked for a motion to accept the four three-year renewals of the corporate members. All were in favor and the motion to accept these four three-year renewals was unanimously accepted.

B. Nomination of New Officers

Tony presented the nominations for the officers as follows: President-Eric Rothauser, Vice-President-Diane Stamm, Secretary-Judy Igielski, and Treasurer-Iris Larsson. He asked if there were any more nominations from the floor. There were no more nominations, and he asked for a motion to accept the officers as presented, all were in favor, and the motion to accept the officers as presented was unanimously accepted.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

A. Recognition of Honorees

Pauline Kruk recognized Joel Rissinger who was presented with a framed print of the Library.

Paul Crosswaith recognized Patrick McGowan who was presented with a framed print of the Library.

Alan Nafis recognized Mary Petronio who was presented with a framed print of the Library.

Eric Rothauser recognized Helen Aveline, Children's Librarian. Helen will be leaving the Lucy Robbins Welles Library on Friday, September 17th to accept a position as Head Librarian of the Berlin Peck Library.

B. Recognition of Inductees into the Legacy Society

Anna Eddy recognized Viola Maestre as one of the 2010 Inductee into the Legacy Society. A very good friend of Viola's accepted the certificate.

Anna Eddy recognized Joan Ewing as the other 2010 Inductee into the Legacy Society. Joan's two daughters accepted the certificate.

C. Presentation of Catherine and Joseph Palermino Continuing Education Scholarship

Tony Palermino recognized Michelle Royer as the second recipient of the Catherine and Joseph Palermino Continuing Education Scholarship. Michelle is attending Southern Connecticut State University.

VIII. ANNOUNCEMENT AND PRESENTATION OF NEW OFFICERS

Tony Palermino announced that all votes have been cast and the slate of officers as presented earlier was unanimously accepted.

IX. ADJOURNMENT

Eric Rothauser thanked everyone again, and congratulated the honorees. He also thanked Lisa for a wonderful presentation, and told everyone to enjoy the refreshments. **MOTION: Anna Eddy made a motion to adjourn, Maureen O'Connor Lyons seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted at 7:50 P.M.**